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POSITION VACANCY ANNOUNCEMENT

City of Seguin

"An Affirmative Action/Equal Opportunity Employer"

YOUTH SERVICES ASSISTANT

1447

07/25/16

This position plans and presents programs for children, young adults, and families; provides reference and reader's advisory to patrons of all ages; maintains knowledge of children's services including children's literature and young adult literature; creates promotional materials for children's and young adult events; performs public service and other library duties as needed; and is responsible for supervising on designated nights, weekends or as required. Requires a H.S. Diploma or G.E.D.; experience working directly with children, and with office technology including personal computers and the Internet; and a Class C Texas Driver's License. College coursework in children's literature and/or child development preferred. Library experience preferred. Bilingual preferred. Applicants must be able to plan age-appropriate activities for children and young adults; create dynamic digital and print marketing materials; communicate effectively and accurately both orally and in writing; work with members of the public in a pleasant and courteous manner; and communicate through the use of storytelling, reading aloud, book talks, puppetry, and other relevant methods as a means to promote reading to children and young adults. Ability to lift and maneuver up to 35 lbs. and be able to successfully complete a pre-employment drug screen. Starting salary is \$13.94/hourly. Applications will be accepted at City of Seguin, 205 N. River, Seguin, Texas 78155. 830-401-2473. Position open until filled. www.seguintexas.gov AA/EOE